

Authority

Local Government Act 1995 (WA) (CI)
Land Administration Act 1997 (WA)(CI)
Environmental Protection & Biodiversity Conservation Act 1999

Land Administration 1 – Crown Land Management

Objective

- To ensure matters relating to dealings in Crown land between the Shire and the Commonwealth are suitably communicated to Councillors and the community.
- To ensure the intrinsic community value of Crown land is preserved and maintained for the benefit of present and future generations.
- To ensure Crown land with a community value is managed locally.
- To ensure the Shire does not expose itself unduly to financial liabilities when accepting management responsibility of property and its associated infrastructure.

Policy

1. The Shire of Christmas Island will generally only accept management responsibility or ownership of property and its associated infrastructure where the use and function of that property is generally accepted as being a core local government area of responsibility.
2. Property and its associated infrastructure whose use and function is not generally accepted as being a core local government responsibility will not be considered for management or ownership by the Shire of Christmas Island unless there are compelling reasons to do so, there is an immediate impact upon the community if the property is unmanaged and all other avenues of property management have been exhausted.
3. No property will be accepted for management or ownership by the Shire unless the property and its associated infrastructure is compliant with accepted standards, is in an acceptable state of repair and is unaffected by contamination.
4. Upon receipt of request for the Shire of Christmas Island to accept ownership and/or management responsibility for a particular parcel of land, the Chief Executive Officer shall prepare a report to Council outlining the details of the proposal which shall include but not be limited to:
 - A detailed description of the property and its use/function to the community;
 - Details and condition assessment of any infrastructure associated with the property;
 - An estimate of annual maintenance costs associated with management of the property;
 - An estimate of the timing and costs of any required capital replacements;
 - Details of the extent of the management proposed;
 - Details of any consultation undertaken with stakeholder groups and/or the community and;
 - A recommendation to Council on the acceptance or otherwise of the management responsibility of the property.
5. Council shall consider the report of the Chief Executive Officer and decide upon the recommendation.

Key Performance Indicators	The extent to which the policy is accurately and consistently applied
Key words	Crown, Land, Reserve, Management Order
Related Policies	Nil
Related Procedures/ documents	Chart 1 – DOTARS proposes a Reserve or Management Order Chart 2 - SOCI proposes a Reserve or Management Order
Delegation Level	Council/CEO/Manager Planning Building & Health/Manager Works & Services
Adopted by Council Resolution No.	9 November 2004 158/04
Adoption Conditions Consultation	Absolute Majority No consultation necessary
Reviewed by Council Resolution No.	26 September 2017 88/17
Next review date	September 2021
Reviewed by Council Resolution No.	23 August 2022 XX/22
Changes	Changed title of policy from Planning and Building 1 to Land Administration 1.
Next review date	August 2024
File Reference	2.11.22

Key Performance Indicators	The extent to which the policy is accurately and consistently applied
Keywords	Crown, Land, Reserve, Management Order
Related Policies	Strategic Community Plan, Corporate Business Plan
Related Procedures/ Documents	

Version	Approved, Amended, Rescinded	Date	Officer	Resolution number	Key changes/ notes	Next Review date	File Ref No.
1	Absolute Majority	9/11/2004	CEO	158/04			2.11.43
2	Approved	26/9/2017	GRPG	88/17		Sept 2019	2.11.43
3	Approved	26/7/2022	GRPG	67/22	Changed title of policy from Planning and Building 1 to Land Administration 1.	July 2024	2.11.43